



R02-18-A-004

City of Cortland

City Hall – Mayor's Office

Mayor Brian Tobin

25 Court Street, Cortland, New York 13045

Website: www.cortland.org, (P) 607-753-0872, (F) 607-756-4644

November 16, 2017

EPA Region 2

Attention: Lya Theodoratos

290 Broadway, 18th Floor

New York, New York 10007

RE: Cover Letter; City of Cortland; EPA Brownfields Assessment Grant Application

Dear Ms. Theodoratos:

Please accept this cover letter for the City of Cortland's 2017 EPA Brownfields Assessment Program grant application. The cover letter will address the items below in the order that they are listed in the FY18 Guidelines for Brownfields Assessment Grants:

- a. **Applicant Identification:** City of Cortland, 25 Court Street, Cortland, New York 13045.
- b. **Funding Requested:**
 - i. Grant Type: Assessment.
 - ii. Assessment Grant Type: Community-wide.
 - iii. Federal Funds Requested: \$200,000.
 - iv. Contamination: Hazardous Substances.
- c. **Location:** City of Cortland, Cortland County, State of New York.
- d. **Property Information for Site-Specific Proposal:** N/A.
- e. **Contacts:**
 - i. Project Director: Mack Cook; (607) 756-7312; mcook@cortland.org; City of Cortland, 25 Court Street, Cortland, New York 13045.



- ii. Executive Officer: Mayor Brian Tobin; (607) 753-0872; mayor@cortland.org; City of Cortland, 25 Court Street, Cortland, New York 13045.

f. **Population:**

- i. General Population: 19,204.
- ii. Non-Municipal Applicant Target Area Population: N/A.
- iii. Persistent Poverty: Cortland County has not experienced "persistent poverty", by definition, over the past 30 years.

g. **Regional Priorities Form:** Attached.

- h. **Letter from State Environmental Authority:** Letter from the New York State Department of Environmental Conservation is attached.

As the Mayor of the City of Cortland, I am confident that you will find the attached proposal worthy of funding under the FY18 EPA Brownfields Assessment Program. Should you have any questions or concerns regarding the City's proposal please do not hesitate to contact my office. The City of Cortland greatly appreciates your time and consideration of this proposal.

Very truly yours,

Brian Tobin, Mayor
City of Cortland

Appendix 3 - Regional Priorities Form/Other Factors Checklist

Name of Applicant: City of Cortland, New York

Regional Priorities Other Factor

If your proposed Brownfields Assessment project will advance the regional priority(ies) identified in Section I.F., please indicate the regional priority(ies) and the page number(s) for where the information can be found within your 15-page narrative. Only address the priority(ies) for the region in which your project is located. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal, it will not be considered during the selection process.

Regional Priority Title(s):

Project will advance the EPA Region 2 priority to assist communities with limited in-house capacity.

Page Number(s): 10-11

Assessment Other Factors Checklist

Please identify (with an **X**) which, if any, of the below items apply to your community or your project as described in your proposal. To be considered for an Other Factor, you must include the page number where each applicable factor is discussed in your proposal. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal or in any other attachments, it will not be considered during the selection process.

Other Factor	Page #
<i>None of the Other Factors are applicable.</i>	
Community population is 10,000 or less.	n/a
The jurisdiction is located within, or includes, a county experiencing "persistent poverty" where 20% or more of its population has lived in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates.	n/a
Applicant is, or will assist, a federally recognized Indian tribe or United States territory.	n/a
Target brownfield sites are impacted by mine-scarred land.	n/a
Project is primarily focusing on Phase II assessments.	6-8
Applicant demonstrates firm leveraging commitments for facilitating brownfield project completion, by identifying in the proposal the amounts and contributors of resources and including documentation that ties directly to the project.	9
Applicant is a recipient of an EPA Brownfields Area-Wide Planning grant.	n/a

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Environmental Remediation, Bureau of Program Management
625 Broadway, 12th Floor, Albany, NY 12233-7012
P: (518) 402-9764 | F: (518) 402-9722
www.dec.ny.gov

NOV 7 2017

Honorable Brian Tobin
Mayor, City of Cortland
25 Court Street
Cortland, New York 13045

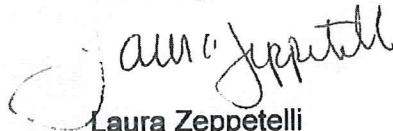
Dear Mr. Tobin:

This is to acknowledge that the New York State Department of Environmental Conservation (Department) received a request from the City's consultant, Thomas Development Consultants, dated November 6, 2017, for a state acknowledgement letter for United States Environmental Protection Agency (USEPA) Brownfield grant.

I understand that the City plans to submit a Brownfield Assessment Grant proposal in the amount of \$200,000. The funding will be focused on assessing the City's Brownfield Opportunity Area.

The Department encourages initiatives to redevelop brownfields with the goal of mitigating any environmental and health impacts that they might pose.

Sincerely,



Laura Zeppetelli
Director
Bureau of Program Management

ec: T. Wesley, USEPA Region 2
S. Edwards/H. Warner, NYSDEC



Department of
Environmental
Conservation

CITY OF CORTLAND – EPA BROWNFIELDS ASSESSMENT GRANT PROGRAM

1. Community Need

1.a.i. Community and Target Area Descriptions

The City of Cortland is located in Central New York State mid-way between Syracuse to the north and Binghamton to the south. The sole city in Cortland County, it has a 2010 Census population of 19,204. Its 3.9 square miles account for only .8% of Cortland County's total land area, however, almost 39% of the County's population lives in the City. It is the most densely populated municipality in the eight county Southern Tier Region, which includes the cities of Ithaca and Binghamton. The City is the home of most of the County's housing units; most of its subsidized housing units; most social service providers; the County's only hospital; the County Seat; and many of the County's major employers. The population density in the City also reflects the presence of the State University of New York at Cortland in the City, which has increased significantly in size to 7,500 students.

Cortland is located on the Tioughnioga River, the northernmost navigable waterway in the Susquehanna River watershed. This led to the original settlement of the City, and the rise of industry along the river, and eventually the railroads followed its path. Cortland's post Civil War economy was founded on the success and proliferation of many local industrial concerns and nationally known companies. In addition to its dominance as center for the manufacture of clothing (particularly women's undergarments: local corset manufacturer employed thousands of seamstresses) industries which lasted the longest and employed the most people included Wickwire Brothers world leaders in wire weaving for screen (1,500 jobs); Smith Corona Marchant (SCM), at one time the world's largest manufacturer of portable typewriters (employed 4,000); Brockway Motors, producers of the famed "Husky" and Brockway trucks (500 jobs); Overhead Door Company of New York, Inc., leaders in the overhead door business; Thompson Brothers Boat Company, producers of Cris Craft; Wilson Sporting Goods Tennis Division; Champion Sheet Metal; and numerous small industrial employers.

Many of these industries operated in the City for 50 to 100 years. However, in the latter half of the 20th Century, all the above manufacturers eventually closed or relocated, starting with the closing of the massive Wickwire factory complex in 1971. The greatest hit came in 1992, when Smith Corona, once the County's largest employer, announced the relocation of its manufacturing plant to Mexico and the loss nearly 1,000 jobs. The company vacated the area entirely in Spring of 2001. In the 1997, NCC Industries, owned by Maidenform, announced would close eliminating 350 jobs. This was the end of Cortland's garment manufacturing. 1998, Rubbermaid-Cortland abruptly announced it would close and eliminate almost 500 more jobs. Late in 1998, Hevi Duty, transformer refurbishers, closed and idled 70 workers, and Buckbee Mears, a manufacturer of television aperture masks closed, eliminating 800 jobs. Just last year, Apex Tools shuttered its 100+ year old facility and eliminated several hundred more jobs.

Not surprisingly, the loss of 150 years of industry has left a wake of vacant and abandoned buildings and sites scattered across the City. Most of these sites are located on the City's east and south ends due to the proximity of the Tioughnioga River and rail lines. Cognizant of the negative impacts of the remnants of its industrial past, Cortland sought funding through New York State's "Brownfield Opportunity Area (BOA) Program". The BOA program focuses on stimulating the redevelopment of brownfields and addressing the impacts they have on surrounding neighborhoods. The City is now using \$359,500 in BOA funding to develop the "Southeast Cortland Redevelopment Strategy". The City's proposed EPA

program will investigate brownfields city-wide. It will focus on, and coordinate with, the BOA's Southeast Cortland Development Area. This area alone includes at least 27 brownfields, vacant, or underutilized sites (and two identified Superfund sites) set in the midst of residential neighborhoods. Sites vary in size from 1.1 to 38.5 acres, and total nearly 170 acres, 30% of the total BOA. The BOA is primarily located in Census Tracts 9706 and 9709.

1.a.ii. Demographic Information and Indicators of Need

	Tract 9706	Tract 9709	City of Cortland	Cortland County	NY State	National
Population	3,009	4,706	19,134	49,336	19,673,174	316,127,513
Unemployment	6.38%	7.17%	8.2%	6.1%	8.2%	8.3%
Poverty Rate	27.9%	43.6%	24%	14.7%	15.7%	15.5%
Percent Minority	.1%	6.8%	7.8%	3.3%	32.1%	37.8%
Median Household Income	\$25,107	\$36,320	\$40,025	\$49,514	\$59,269	\$53,889
Per Capita Income	\$19,441	\$16,851	\$18,999	\$24,228	\$28,930	\$24,228
Percent Disabled	4.5%	3%	7.95%	8.1%	7.75%	8.1%
Percent Vacant	14.6%	13.5%	12%	9.3%	12.3%	9.3%
Low Mod Income Percent	41.41%	59.12%	48.03%	38.99%	N/A	N/A

*All Data was obtained from the 2011-2015 American Communities Survey through the US Census.

1.a.iii. Description of Brownfields

The City is currently involved in the NYS BOA Program, which provides resources to assess potential brownfield, abandoned and vacant sites. The majority of these sites stem from the City's former manufacturing base. Through this program, at least 27 brownfield sites (which total approximately 170 acres) have been identified. They are clustered in the southeastern portion of the City in close proximity or directly adjacent to residential neighborhoods. The City contains one active EPA Superfund National Priority List (NPL) site, known as the Rosen Brother Scrap Yard/Dump, and two former EPA Superfund Sites, which include Former Potter Paint and Former Buckbee Mears Site. All of the sites listed in the below table will be considered for Phase I/II Environmental Site Assessments (ESA) under this grant.

Site	Size (acres)	Former Use	Contaminants	Proximity to Residents
27-37 Squires St.	1.9	Coal yard, grain storage	SVOCs and heavy metals	Adjacent
Bernie Bus Service	2.9	Cortland Manufacturing, Cortland Desk Company, print shop, machine shop	SVOCs, heavy metals and PCBs	Adjacent
Railroad Roundhouse Building	2.0	Locomotive House, repair shop	Metals, SVOCs, VOCs, PCBs	Adjacent
Northern Concrete Block	2.8	Concrete manufacturing	SVOCs and heavy metals	Adjacent
30-42 Pine St	0.9	Unknown (Currently Vacant)	Metals	Adjacent
Former Potter Paint (FORMER SUPERFUND)	4.3	Former paint shop	SVOCs, PCBs, heavy metals	Adjacent
3 South Ave Vacant Lot	1.6	Unknown (Currently Vacant)	Metals	Adjacent
Former Third Rail Train Depot	0.4	Former railyard	VOCs, SVOCs, metals	Adjacent
Former Wickwire Site	1.8	Coal yard	SVOCs and heavy metals	Adjacent
Rosen Brothers Site/Noss Technology Park/ (NPL SUPERFUND)	26.3	Scrap yard, Repository for toxic/hazardous waste	VOCs, SVOCs, metals,	Adjacent
69-85 Huntington St.	1.4	Rail yard	SVOCs and metals	Adjacent
111-113 Pendleton St.	6.9	Car repair	VOCs, SVOCs, PCBs, metals	Adjacent
119 Pendleton St.	4.1	Rail yard	SVOCs and metals	Adjacent
V&V Furniture Sales	9.7	Machine shop, coal shed, clothing factory	VOCs, SVOCs, heavy metals	Adjacent
DPW Vacant Land	10.0	Filling station	VOCs, SVOCs, heavy metals	Adjacent
Modern Tank Service	20.5	Cortland Carriage Goods	SVOCs and heavy metals	Adjacent

Former Buckbee Mears Site (FORMER SUPERFUND)	38.5	Manufacturing	Hazardous chemicals	310 feet
47 East Court St.	2.5	Residential	N/A	Adjacent
Central Ave Former Train Depot	1.1	Railroad depot	SVOCs, heavy metals, PCBs	Adjacent
Cortland Corset Building	1.5	Lumber shed	SVOCs and heavy metals	Adjacent
Marietta Truck Parking Lot	4.7	Cortland Wagon Co.,, painting and woodworking facilities	SVOCs, VOCs, PCBs and metals	Adjacent
Economy Paving	2.8	W.A. Smith Coal and Wood, Glen Wagon and Car Corporation	SVOCs, VOCs, PCBs and metals	Adjacent
Former Thompson Boat Building	3.3	Railroad tracks, coal shed, lumber piles, furnace, paint shop	SVOCs, VOCs, PCBs and metals	Adjacent
31 River St.	2.6	Apex Tools Group (manufacturing)	VOCs, SVOCs, PCBs and metals	Adjacent
Bement Place Site	3.2	Repair shop/Cortland Produce Building	VOCs, SVOCs, heavy metals	Adjacent
Apex Tools Site	8.0	Metal manufacturing	VOCs, SVOCs, PCBs and metals	Adjacent

A high priority site for assessment under this grant is the currently vacant 8-acre parcel in the northeastern section of the City, known as the former Apex Tools Site. This site is located directly adjacent to residential homes on two sides, which significantly increases the exposure potential to sensitive populations. Apex Tools recently ceased manufacturing at this site in 2015, laying off 89 employees. Since 1834, this factory produced wire rope, chain fittings, and overhead lifting devices. Highly suspected contaminants on this property include heavy metals, volatile organic compounds (VOCs), semi-volatile organic compounds (SVOCs) and poly-chlorinated biphenyls (PCBs) in both soil and groundwater mediums. This site is a major concern for the community since it is such a large area of contaminated land in a primarily residential neighborhood with no plans for assessment or remediation.

Together the listed sites and the former Apex Tools Site contain both known and suspected contamination at high risk of exposure to the community. The presence of these sites in addition to three listed EPA Superfund Sites have caused significant economic decline in the City due to both real and perceived impacts from its large manufacturing and railroad reliant history.

1.b Welfare, Environmental and Public Health Benefits

1.b.i. Welfare Impacts

Underlying welfare issues in the City are intensified due to the numerous brownfield sites that exist. The City of Cortland is the poorest community in Cortland County, with the lowest per capita and median household incomes compared to the surrounding municipalities. A once bustling City in America's rust belt, now has 24% of its residents living below the poverty line.

The South End Neighborhood, in particular, has experienced significant decline and quality of living due to the loss of industry and subsequent vacant and contaminated properties within walking distance to homes. Evidence of poor housing conditions due to absentee landlords in the City has stymied economic growth in recent years. A significant percentage of land within the City is zoned commercial or residential; however, the majority of these parcels harbor abandoned, vacant or dilapidated structures. Vacant land comprises at least 12.5% of the City and approximately 65-75% percent of the buildings in the City are categorized as 'severely substandard'.

The City's state of disrepair augments safety issues and a sense of desolation. According to a past survey completed by the City, 46% of residents feel unsafe walking at night in their neighborhood and 36% noted violence and assault in their neighborhood. Many residents are concerned with the number of gangs and drug dealers that are present in the City. Officers in the City are often called upon to make criminal arrests (domestic issues, welfare of children, and violent incidents). In 2004, police dispatched 552 calls in the South End neighborhood alone.

Due to the severe poverty in the community, the City suffers from a lack of services; from everyday needs to community services. Examples of service insufficiencies include one grocery store servicing the entire City, that is difficult to access by bike or foot, limited public transportation (only operates Monday through Friday from 6 AM-6PM), especially considering the majority of low income residents, and only two community centers servicing the entire City.

1.b.ii. Cumulative Environmental Issues

The City contains a plethora of environmental issues excluding the brownfield sites described previously. These include environmental justice issues, congested highways, water and land pollution, and significant noise pollution.

- Environmental Justice – The majority of the City is considered a potential environmental justice area. According to the EPA EJ Screen, the majority of the City is within 50-70% cancer risk and two census tracts are within 95-100% Superfund Site proximity.
- Congested Highways – Traffic volumes in and around the City have dramatically increased in recent years. Much can be attributed to the relocation of services and goods outside of neighborhoods and SUNY Cortland. According to the City's East End Strategic plan, truck traffic associated with Marietta Corporation has steadily increased over time which is a stark contrast with surrounding neighborhoods.
- Noise Pollution – Noise is an issue in Cortland due to the use of rail throughout the City, Interstate 81 on the northwestern portion of the City, and a few large scale industrial companies adjacent to residential neighborhoods (Marietta Corporation is located in the center of the City). According to the South East Neighborhood Strategic Plan, 57% of residents indicated that there is excessive noise in the City.
- Water Pollution - The City maintains its water supply from groundwater wells within the City limits. The City's water supply is at risk of significant contamination due to numerous brownfield sites in the City with both known and suspected contamination. According to the City of Cortland Water Department 2016 Water Quality Report, radon was detected in the drinking water. Drinking water either met or exceeded state and federal regulations. These results do not require legal action; however, the number of sensitive populations such as children and the elderly in the City as well as potential immune-compromised residents are at increased risk of health issues from drinking water.

1.b.iii. Cumulative Public Health Impacts

City residents have been historically exposed to contamination from its large manufacturing past and are increasingly considered an unhealthy community when compared to regional and state indicators. According to the EPA EJ Screen, the majority of the City is within 95-100% Superfund Site Proximity, meaning that the entire community is at risk of contamination exposure.

The most commonly reported contaminants on brownfield sites within the City include lead, arsenic, 1,1,1-trichloroethane (1,1,1-TCE), 1,1-dichloroethane (1,1-DCE), PCBs, and others, which are linked to cancers, respiratory disease, heart disease, birth defects, and pregnancy miscarriage. The exposure of these sites in conjunction with underlying health issues create the pressing need for community health

reform in the City. In 2013, Cortland County was ranked 43 out of 62 New York State counties for overall community health¹. The table below summarizes the community's exceedance of both state and national rates of varying types of cancer, disease, mortality rates, and obesity.

Health Indicator	Cortland County	NYS	National
Cigarette Use	21.5%	15.9%	18.1%
Lung and Bronchus Cancer, in males	91/100,000	69.9/100,000	59.36/100,000
Breast Cancer, in females	134/100,000	129/100,000	130.55/100,000
Colorectal Cancer, in males	45.9/100,000	46.9/100,000	43.38/100,000
Malignant Neoplasms Mortality Rate	159.7/100,000	144.4/100,000	158.5/100,000
COPD Mortality Rate	48.6/100,000	25.4/100,000	41.6/100,000
Diabetes Death Rate	19.7/100,000	16.6/100,000	21.3/100,000
Suicide Rate	15.8/100,000	7.9/100,000	13/100,000
Obesity	30.8%	25.0%	28.9%
*Data collected from Seven Valley's Health Coalition, Cortland Counts 2017 Report Card			

According to the American Community Survey 5-year Estimates (2011-2015), 22.2% of the population is categorized as a 'sensitive population', meaning that they are either under the age of nine or at least 65 years old. Those over the age of 85 are becoming an increasingly large percentage of the population, marking a 15.7% increase from 2000 to 2015. These populations are at high risk of health issues such as obesity, chronic disease and diabetes, all of which are significant issues in the City. It should be noted that Cortland County's rate of elevated blood lead levels in children remain higher than upstate New York rates, which can be correlated to the high number of brownfield sites within close proximity to residential neighborhoods and sensitive populations.

1.c. Financial Need

1.c.i. Economic Conditions

The collapse of Cortland's industrial sector has significantly impacted the local economy and the ability of the City to address its needs. The City's manufacturing rate has dropped from 32.8% of the population in 1970 to only 9.6% in 2015. These well-paying jobs have been replaced by lower paying service sector jobs with fewer benefits. As a result of its economic collapse, Cortland has a large population of low income and poverty-stricken individuals. The US Census shows that 24% of the population (over 4,500 people) live in poverty, far exceeding the County and the State's poverty rates. The per capita income is 86.5% of the County's and 61.8% of the State's. The median household income is only 84.5% of the State's. The low-to-moderate income population is 48.03% and the homeownership rate is only 43.8%.

Due to its declining socioeconomic status and the loss of tax base from plant closures, the City has struggled financially. A statewide 2% cap on property tax increases limits the its ability to raise taxes to cover basic needs such as infrastructure and fire and police services, not to mention the redevelopment of brownfields. Exacerbating this problem is the fact that 38% of City's properties are tax exempt.

Despite these hardships, the City has leveraged \$359,500 in NYS Brownfield Opportunity Area (BOA) funds and is providing \$40,000 in matching fund, to create redevelopment strategies for neighborhoods most heavily impacted by brownfields. EPA funding is necessary to undertake more detailed analysis of individual sites identified as a priority as part of the BOA process. Despite the importance of these site assessments, it is beyond the financial ability of the City to fund them without outside assistance.

¹ Robert Wood Johnson Foundation Program, County Health Rankings

1.c.ii. Economic Effects of Brownfields

While the City has worked hard to reverse its economic decline, the presence of so many brownfields creates difficulty in attracting new business and residents, and are an impediment to reversing the downward economic spiral. As detailed above, the City's manufacturing rate has plummeted, a sign that industry has left, but redevelopment has not occurred. According to the US Census, the City's population is also stagnant, with a 1980 population of just under 20,000 to 19,204 in 2010. According to the City Finance Department, the total taxable land value in the City is \$560,104,375, compared to 522,608,061 in 2010. This is an anemic .7% increase over seven years. The Census also shows that housing values are depressed. The median home value in the City is only \$94,200, compared to \$108,200 for Cortland County, and \$283,400 for New York State. It is only 52% of the national median of \$178,600. While more difficult to quantify, both SUNY Cortland and Cortland Regional Medical Center have noted difficulties in recruiting employees to the area, and those that do accept positions often choose to live outside the City. A 2015 survey of college faculty and staff noted the unavailability of quality housing in the City as a factor to living elsewhere. Clearly, the presence of so many brownfields in such a small city is having a significant negative impact on the community and its economy.

2. Project Description and Feasibility of Success

2.a.i. Project Description and Alignment with Revitalization Plans

The City of Cortland is making a concerted effort to revitalize its historic industrial neighborhoods, a movement which has been led by the ongoing partnership between the City and the New York State Department of State under the Brownfield Opportunity Area Program (BOA). The purpose of the BOA is to plan and prepare redevelopment strategies for the City's industrial neighborhoods (the BOA is locally known as the Southeast Cortland Redevelopment Strategy). This EPA grant will leverage the resources of the BOA and will directly fund a project to conduct Brownfield site assessments for properties that are known or suspected to contain hazardous substances. Although the application is for city-wide assessments, there is a focus on properties located within the City's Brownfield Opportunity Area; an area of over 541 acres in the City's East and South End neighborhoods. The majority of the City's industrially zoned areas lie within the BOA, as 262 acres of the BOA are zoned for industrial uses. In total, there are 27 known brownfields, vacant, and/or underutilized sites in the BOA.

There are two prominent land use and revitalization plans that address brownfield assessment and redevelopment in the City. These include the East End Strategic Plan and South End Strategic Plan. The East and South End Strategic Plans identify the City's eastern and southern neighborhoods as home to the city's largest past and present industrial operations. Both plans identify the existence of a number of brownfield sites (at least 27) located on former commercial and industrial sites. The plans recommend that the City pursue funding under the Brownfields Opportunity Area Program to complete revitalization plans and implementation strategies on an area-wide basis to prepare the sites for future redevelopment. The City has already secured funding under the BOA program and is in the process of completing Step 2 of the BOA to inventory the brownfield sites in the East and South End Neighborhoods to cultivate redevelopment strategies for those key sites (the BOA provides funds for analysis and planning activities related to the Brownfield sites but does not provide funds to conduct Phase II type assessment for hazardous substances). This EPA funding would directly advance those efforts identified in the East and South End Strategic Plans through the provision of funding to complete Phase II type Brownfield site assessments on a City-wide basis. With completed redevelopment strategies, and site assessments, the City will have all of the information it needs to successfully market properties for redevelopment.

2.a.ii. Redevelopment Strategy

Cortland's brownfield redevelopment strategy encompasses a plethora of recently completed planning initiatives. The City's strategy will utilize this grant as a tool to progress the redevelopment action process. Previously leveraged initiatives and current initiatives underway include, the City of Cortland Comprehensive Plan, South End Neighborhood Strategic Plan, the East End Strategic Plan, NYS BOA Nomination Study, and NYS Downtown Revitalization Initiative. Specific revitalization and redevelopment strategies include:

- Municipal partnerships with the Seven Valleys Health Coalition (SVHC) and community participants to devise a campaign for City property redevelopment;
- Increased code enforcement process for blighted property demolition;
- Redevelop at least five out of the 10 assessment sites within the next 10 years (target areas include South Avenue, Wickwire Site, Potter Paint Site, Northern Concrete Block and Noss Technology Park);
- Develop commercial properties that provide the South End Neighborhood with neighborhood services and meet local consumer needs;
- Incentivize industrial development on the east side of South Main Street and low dense commercial for Potter Paint Site;
- Since there are very few "Greenfields" within the City, incentivize the redevelopment of sites with existing utility infrastructure;
- Require green infrastructure best practices on all redeveloped brownfield sites within the City.

2.a.iii. Timing and Implementation

The City of Cortland is currently involved in the Nomination Process of New York State Department of State Brownfield Opportunity Area (BOA) Program for Southeast Cortland. In this BOA Program, an inventory of the City is underway along with the prioritization of brownfield, abandoned and vacant sites. This process has given the City a jump-start on selecting strategic sites for assessment that will be conducted through this grant.

The project will be led by the City of Cortland. The City will select qualified consultants to perform assessments through a publicly advertised bid process, consistent with 40 CFR 31.36. Consulting firm(s) that can most effectively and efficiently complete the assessment of these chosen sites will be selected approximately one to two months following the award. A binding contract for the services will be generated and agreed upon prior to commencing the assessment activities. The City will submit high priority sites for approval to EPA, based on the strategic site list created through the BOA Program. The City will oversee environmental consultants that will conduct the Phase I ESAs within the first 18 months of the award. The City is confident the grant will be completed within three years.

The City will draft all site access agreements and be in correspondence with all site property owners/managers to obtain approval for site access. The City will attempt to notify property owners by mailing letters to the property owner. If some property owners are uncooperative in this process, the City will select alternative sites for assessment from the prioritization list.

2.b. Task Descriptions and Budget Table

2.b.i. Task Descriptions

Task 1 – Cooperative Agreement Oversight:

The City of Cortland will manage the grant to ensure all tasks are completed in a timely manner and within budget. The City's staff has managed a plethora of grants; however, they have not had formal training nor had much exposure to brownfield projects outside of the City. Therefore, a part of the grant will be used to augment their experience with attendance at EPA brownfield events, workshops and other programs available such as the bi-annual EPA brownfields conference. Outputs from this task includes attendance at relevant sessions and sundry networking events will help the City's staff increase its brownfield capabilities. The expected attendees at the conference will include the Mayor and one other City representative. Total cost for two attendees to this conference equals approximately \$1,500. This includes \$200/person for attendance registration, \$100/person for food, \$150/person for air transportation, and \$300/person for hotel expenses.

Task 2 – Community Outreach and Engagement:

The City has previously been engaged in brownfield planning through the BOA program. Since the City is currently engaged in the Nomination Process of this program, a community participation plan (CPP) has been established. The City expects to integrate this EPA grant community involvement plan into future public meetings and outreach activities as part of the previously established CPP. It is expected that there will be at least two public meetings. An expected output from these interactions includes a detailed plan of redevelopment of priority site assessments. The BOA program, rather than the EPA grant, will bear the costs of this outreach.

Task 3 – Phase I Environmental Site Assessments:

Phase I ESAs will be completed in accordance with current ASTM Standards and EPA's All Appropriate Inquiry. Phase I ESAs will be completed at as many brownfield properties as possible during this project, and expects to complete Phase I ESAs based on the level of funding required for each site. The funding requested for this task consists of consultant's fees to conduct the Phase I ESAs (\$3,650/site for up to 10 sites, totaling \$36,500). This fee is within typical ranges.

Task 4 – Phase II Environmental Site Assessments:

Based on previous strategic planning and the Phase I ESAs that will be completed under Task 2, the City will select approximately six sites for further evaluation via the performance of Phase II ESAs. Phase II ESAs scope will vary and will depend on Phase I ESAs findings for each site, although each is expected to include drilling and/or excavation and the analysis of soil and/or groundwater samples. The funding requested for this task consists of \$162,000 for consultant's fees to conduct the Phase II ESAs (\$27,000/site for up to six sites). This fee is within typical ranges.

2.b.ii. Budget Table

The City is requesting \$200,000 to be used to complete this EPA grant. While EPA grants can also be used for creating inventories and completing strategic planning, the City has already undertaken these activities under the NYS BOA Program and intends to advance these activities under additional state grants. This EPA grant will complement the planning activities undertaken under the state's planning program.

Budget Categories	Task 1	Task 2	Task 3	Task 4	Total
Conference Travel (2 attendees)	\$1,500	\$0	\$0	\$0	\$1,500
Contractual	\$0	\$0	\$36,500	\$162,000	\$198,500
Total	\$1,500	\$0	\$36,500	\$162,000	\$200,000

2.c. Ability to Leverage

Source	Purpose/Role	\$ Amount	Status
EPA Brownfields Assessment Grant	Conduct brownfield site assessments on a City-wide basis	\$200,000	Pending
Brownfield Opportunity Area Funding (NYS Department of State)	Develop comprehensive site inventory/analysis and brownfield redevelopment strategies for the Southeast Cortland Redevelopment Area	\$359,000	Secured
CDBG Housing Rehabilitation (NYS Office of Community Renewal)	Comprehensive housing rehabilitation with priority given to homes with the greatest need. Persistent housing needs are found in the South and East End neighborhoods (BOA area)	\$500,000	Secured
HOME Housing Rehabilitation (NYS Office of Community Renewal)	Comprehensive housing rehabilitation with priority given to homes with the greatest need. Persistent housing needs are found in the South and East End neighborhoods (BOA area)	\$304,000	Secured
Downtown Revitalization Initiative (Empire State Development Corp.)	Revitalization of the Downtown (Building Rehabilitation, Public Infrastructure, Parks Projects, Etc.)	\$10,000,000	Secured
CDBG Economic Development Grant (Office of Community Renewal)	Funding for economic development projects that create permanent jobs for low to moderate income families.	\$100,000 - \$750,000	Potential

With the exception of the EPA grant, the above leveraged resources will not specifically be used to complete brownfield assessment work. However, all funding source are complimentary to one another and will synchronize efforts to create a comprehensive redevelopment program for the City of Cortland and the Southeast Cortland Redevelopment Area. The combined efforts of the above funding sources and programs will allow the City to conduct comprehensive redevelopment of the BOA and will include site inventory, site analysis, the development of strategic reuse plans, brownfield site assessments, neighborhood housing rehabilitation, infrastructure repairs/replacement, and economic development projects to aid in brownfield site redevelopment and job creation. The City is very aggressive in pursuing housing rehabilitation and economic development funds and is awarded such funds regularly.

3. Community Engagement and Partnerships

3.a.i. Community Involvement Plan

The City of Cortland's brownfield redevelopment initiative officially began with the development of the East and South End Strategic Plans. These plans were conceived following a robust community engagement and input process, including public meetings, steering committee meetings, and visioning sessions to form the basis of the East and South End Strategic Plans. These plans are designed to guide the future development of what is now formally referred to as the Brownfield Opportunity Area. Based on public feedback from residents, business owners, and industry leaders, it became obvious to the City that the Brownfield sites interspersed throughout the southeast neighborhoods should be a priority for redevelopment. In carrying out the action items identified in the Strategic Plans, the City applied for BOA funding through the NYS Department of State and was awarded a grant for approximately \$349,000 to advance a Brownfield-specific planning for redevelopment. That planning process has just

recently begun. The City believes that the BOA Program and the EPA Brownfields Assessment Program would maximize the funding impact if the two programs were administered concurrently, both utilizing the Citizen Participation Plan that was developed in advance of the BOA Program. The Citizen Participation Plan calls for the development of a project steering committee comprised of local stakeholders, project scoping sessions with state environmental officials and steering committee members, numerous public meetings to gauge public opinion and objectives, numerous steering committee meetings, public outreach at community events, and multiple site analysis and visioning tours with the public. Visioning tours, public meetings, and other public outreach events have already occurred under the BOA program and these types of activities will continue to occur throughout the process. The City currently has a Brownfield Opportunity Area committee that includes neighborhood residents, developers, property owners, neighborhood watch leaders, municipal department heads, school district representatives, health coalition staff, and business owners.

3.a.ii. Communicating Progress

The City will utilize the community engagement techniques outlined in its BOA Citizen Participation Plan that was developed for the Southeast Cortland Redevelopment Strategy to communicate progress and solicit community input throughout the Brownfields Assessment project. The first line of regular communication will be with the BOA Steering Committee, which as described above, has direct ties to the neighborhoods most impacted by the Brownfield sites. Information will regularly be communicated to and from the municipal project leads/environmental consultants and the BOA steering committee who will regularly communicate with neighborhood residents and stakeholders. The City also plans to hold multiple public meetings as the BOA/Southeast Cortland Redevelopment Strategy continues on. In addition, Seven Valleys Health Coalition produces a yearly local Health and Wellness “Report Card” that identifies environmental conditions and impacts on the local residents. This will be a useful tool for communicating Brownfield assessment information.

3.b.i. Local / State / Tribal Environmental Authority

The local and state agencies that oversee brownfields and various cleanup programs in Cortland and the State of New York are the NYS Department of Environmental Conservation and the NYS Department of State. The DEC and DOS have been providing technical assistance to the City as part of the current BOA program that is administered through the DOS. It is anticipated that these partnerships will advance over the course of the BOA process and will dovetail with the EPA Assessments grant program through continued technical assistance related to brownfield investigation, assessment, and redevelopment.

3.b.ii. Other Governmental Partnerships

The City of Cortland has limited resources to carry out projects such as this in-house. As a result, the City has forged long-lasting partnerships with many local and state level organizations and governments. The City of Cortland has maintained longstanding relationships with local organizations such as the Cortland County Soil and Water Conservation District and the Seven Valleys Health Coalition. Seven Valleys Health Coalition has been assisting the City with the current BOA program and has also committed to providing assistance with the EPA Assessment program should funding be awarded. Specifically, Seven Valleys Health Coalition will provide the City and its consultants with relevant local health indicator data as it pertains to areas impacted by brownfields and other vacant and underutilized properties. This will help to minimize the health and safety impacts of Brownfields on the nearby neighborhoods, especially once project sites reach the redevelopment stage.

The Cortland County Soil and Water Conservation District has indicated to the City that it can provide unique professional environmental services to the City to assist with the assessment program and the BOA. Soil and Water is staffed by an experienced group of engineers and conservation and water quality specialists that will bring invaluable data, perspective, and professional skills, be it to the site assessments, or the redevelopment planning associated with the program.

The City will also partner with the Cortland County Business Development Corporation and Industrial Development Agency (BDC/IDA) in the course of carrying out the Assessment program. The BDC/IDA has already proven to be an exceptional resource in the early stages of the City's BOA program as it has a unique understanding and knowledge of the current and past uses of the City's numerous brownfield sites. The BDC/IDA is also the primary entity that markets the existing brownfield and underutilized sites to potential businesses and industries as economic development opportunities.

The City also plans to partner with the NYS Department of Health as part of the Brownfield Opportunity Area and site assessments project. The NYS DOH has a unique relationship with the State's primary Brownfield authority, the State Department of Environmental Conservation. Through its partnership with the DEC, the DOH's primary goal in assisting the City is to investigate and minimize the public exposure to brownfield site contaminants once a project reaches the redevelopment stage. This technical service will be an invaluable resource as the City completes Brownfield site assessments and moves on to site remediation, redevelopment planning, and marketing for future economic development ventures.

The City will also partner with the EPA to complete the site assessments project. The EPA will be the central governing authority with oversight of the EPA funded assessment program. The City will ultimately look to the EPA to judge site eligibility and identify required remedial actions.

3.c. Partnerships with Community Organizations

3.c.i. Community Organization Descriptions and Roles

The development of the BOA to date, and the community engagement plan for both the BOA and this proposed project, involves many community organizations. These include, but are not limited to, NYS DOS, SUNY Cortland, the Central New York Regional Planning Board, the Cortland County Planning Board, the Cortland County Chamber of Commerce, the Community Action Program of Cortland County, the East End Community Center, and the South End Neighborhood Watch Group, to name a few. In addition to Tompkins-Cortland Community College (TC3) and the Cortland Works Office partnering with the City on workforce development (see d. below), there are three community organizations that will be more formal partners in this project. These are:

- Seven Valleys Health Coalition (SVHC) is a coalition of providers who play a role in promoting effective, efficient and accessible health and human services to the service area. SVHC is a rural health network actively that assists its constituents by promoting, sponsoring and fostering activities aimed at improving the health and well-being of residents and the community at large. Among these is the development of "Cortland Counts" an exhaustive asset and needs assessment on the health and well-being of the community. These resources are published in two forms: 1) the annual Cortland Counts Report Card; and 2) the comprehensive Cortland Counts Report, issued every 4 years. The next full report will be completed in 2018, concurrent with the development of the BOA and the work proposed herein. SVHC will partner with the City on establishing baseline indicators on everything from poverty, drug use, and crime, to chronic illness rates. The subsequent report cards and 2020 full report will assist in tracking the impacts of the project.

- Cortland County Soil and Water Conservation District is dedicated to promoting the conservation and wise use of the county's natural resources. Priority issues in Cortland County are agricultural environmental management, soil erosion control, water quality, flooding, and agricultural land conservation. They have significant in-house expertise on ground contamination, mitigation, and remediation. They will assist in identifying priority sites, providing technical support to the project consultant team, and assisting with tasks such as development of RFP's and consultant procurement as needed.
- Cortland County Business Development Corporation (BDC) is a Local Development Corporation that serves as the lead economic development entity in Cortland County. They are a key partner in the development of the BOA, and the subsequent brownfield redevelopment effort. They will work with the project team to identify brownfield sites with the greatest redevelopment potential and, upon completion of the project, will actively engage the development community to implement City efforts to return its brownfields to active use.

3.c.ii. Letters of Commitment (Attached)

3.d. Partnerships with Workforce Development Programs

In order to promote local hiring and procurement, and to ensure that brownfield redevelopment opportunities are inclusive and benefit all residents, the City will partner with Tompkins Cortland Community College (TC3) and the Cortland Works Career Center. TC3, through their TC3 Biz Program, provides customized job training, from certificate programs through Associate Degrees. They are currently partnering with the City on specialized hospitality training as part of the City's \$10M Downtown Revitalization Initiative. The City will work with TC3 to investigate other opportunities and develop programs specific to the brownfield redevelopment needs. The Cortland Works Center is a one-stop career center under the federal Workforce Innovation and Opportunity Act. Their resources will be available to the City to assist in workforce and employment training, and linking job seekers to new job opportunities created through the assessment, clean up, and subsequent redevelopment.

4.a. Welfare, Environmental, and Public Health Benefits

This grant is a piece of the larger redevelopment strategy created by the City. The assessment of multiple properties will incentivize developers to redevelop vacant and abandoned properties more readily than if no environmental information was known. The redevelopment of blighted areas is a top priority established by the City and public/private partners and will lead to reduced blight, especially in the South End Neighborhood.

Currently, vacant property has the potential to be developed into commercial outlets and housing projects, which will advance the City's goals of increasing retail services, expanding housing options, and improving safety of the area. For example, one grocery store will be developed in the City with the assessment assistance provided by this grant. Additionally, the improved aesthetics from this redevelopment will lead to an increased quality of life by decreasing safety concerns.

The community at large, especially the children and elderly, is largely unhealthy due to the manufacturing history of the area and the number of unsightly properties left behind. According to the Urban Land Institute, there is a direct correlation between blight and public health: those living in close proximity to abandoned buildings are less inclined to walk, exercise, or engage in recreation. Therefore, the City is motivated to remove blighted properties to increase community health and reduce current poor health indicators identified in Section 1.b.iii.

This will be accomplished through the elimination of contamination exposure through property remediation. If all properties are assessed, remediated, and redeveloped over the next 10 to 20 years, 170 acres of contaminated property will be eliminated in the City. Additionally, the demolition and removal of older buildings will reduce the rate of children exposed to lead containing materials, thus decreasing the high concentration of elevated blood lead levels in Cortland County children.

Additionally, the City anticipates continuing progress on the expansion of options to healthy food and healthy living. The City has assisted in the development of Main Street Farms, an urban farm and CSA located on former industrial land in the BOA. It is also assisting the Local Food Market, which provided healthy eating options in the center of the City. Combined with the development of a Ped-Bike Plan to improve biking and waling infrastructure, populations living in adjacent neighborhoods will be able to walk a short distance for fresh produce.

4.b. Economic and Community Benefits

Property redevelopment, expanded tax base, increase in services, better community interaction, increased walkability, vibrant urban setting, and improvement of residential neighborhoods, are all components of the recently invigorated and funded revitalization plan ongoing in the City of Cortland. This grant will propel these plans into fruition.

Many of the identified abandoned brownfield sites are either producing low or no tax revenue to the City. Therefore, this assessment grant, in conjunction with the New York State Brownfield Cleanup Program will incentivize developers to invest money in the City, resulting in a larger tax base for the City to benefit from. Even if only a few of the identified properties are remediated and redeveloped with hard construction, the City will see an increase of at least 5% in tax revenue.

Business opportunities and job creation will also be realized with the implementation of the City's redevelopment strategy. The City hopes to redevelop the Rosen Brothers Site/Noss Technology Park into a light industrial space with at least 40 on-site jobs. This redevelopment will help bolster the local economy and generate local and state tax revenues. This site is ripe for remediation and development based on the existing utility infrastructure as well as the availability of rail for transport of produced goods. On this site, the City will also encourage the inclusion of green infrastructure best practices to ensure the protection of the environment and reduce stormwater in the City.

5.a. Audit Findings

The City has not had any adverse audit findings or problems with the administration of past grants.

5.b. Programmatic Capability

The City of Cortland will serve as the administrator for this grant. Cortland has successfully administered dozens of grants worth millions of dollars, and has the capacity and organization to undertake this project. In addition to City staff, the City retains Thoma Development Consultants to assist with administration. Thoma Development is also the lead consultant for the BOA. For purposes of this application, City staff and Thoma are shown as staffing for this project.

Mayor Brian Tobin will be responsible for oversight of the entire program. He has been Mayor since for six years and before that he was a City Councilperson. He is well qualified to provide general oversight of this program.

Mack Cook is the City Director of Finance and Administration. has been with the City since 2011. He has extensive experience overseeing publicly funded programs and is highly qualified, with qualifications as a CPA and attorney, and decades of municipal experience.

Key staff members at Thoma include:

Rich Cunningham will consultant directly with the City Mayor on policy and will be responsible for day to day grant administration, including procurement, reporting, and overseeing work of other project consultants.

Daniel Ellis will consult directly with City staff and be responsible for day to day administration. Dan has a background in land use planning and law. He is proficient in project review under SEQR and NEPA.

The City will follow all necessary procurement processes. They routinely prepare, issue, and review Request for Proposals for a wide array of projects, including federal and State grant procurement. The Cortland County Soil and Water Conservation District will assist the City with technical aspects of any RFP.

In addition to the above staffing, the City has a project team that is currently developing the BOA, which is integral to the project proposed herein. This team consists of:

Thoma Development Consultants, a community development consulting firm with over 37 years of grant administration and planning experience.

C&S Engineers is a nationwide engineering, architecture, planning, environmental, and construction services firm with extensive experience in brownfield assessment, remediation, and redevelopment.

E.M. Pemrick and Company, a NYS-Certified Woman-Owned Business Enterprise (WBE) that provides a range of community and economic development planning services, and is undertaking market analyses for the BOA.

Joy Keubler Landscape Architects, has extensive experience in public engagement and citizen participation. They developed and are implementing the community engagement plan for the BOA.

While the City would like to utilize the same project team for the related site assessments, it is cognizant that federal procurement requirements apply.

5.c. Measuring Environmental Results

The City will map out a work plan for the lifetime of the EPA grant using Microsoft Project, which will include expected community meeting dates, and assessment start/end completion dates. The City will also utilize EPA's Assessment, Cleanup and Redevelopment Exchange System (ACRES) to track and monitor the progress of all site assessments as they are begun and completed.

Additionally, in order to track and monitor health indicators in the City, the City has partnered with the SVHC. This organization has significant experience in health research and managing ways to improve the well-being of individuals in Cortland County. The SVHC has expressed strong interest in helping the City with redevelopment goals and bettering community health. The SVHC will track health indicators in the City throughout the duration of the project.

5.d. Past Performance and Accomplishments

5.d.i. Has Ever Received an EPA Brownfields Grant – N/A

5.d.ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements

Cortland has received dozens of federal and non-federal grants, including 7 grants worth \$12M in the last year alone, and over \$20M in the last 5 years. These ranged from low income housing rehabilitation, infrastructure improvements, downtown redevelopment, parks improvements, and flood control to name a few. All of these grants have been implemented in a timely manner, have met all reporting requirements, and have withstood granting agency monitorings and municipal audits. While impossible to list all, below are two examples of projects that most relate to the one proposed herein:

Brownfield Opportunity Area (BOA)

1) Purpose and Accomplishments: The NYS Department of State and Department of Environmental Conservation awarded the City \$349,000 to undertake detailed inventories, market analysis, the creation of redevelopment strategies for priority brownfields in the City's 540 acre "Southeast Cortland Redevelopment Area". The planning project has just begun, and will result in detailed redevelopment strategies for a series of brownfields in the area. The overall outcome will be the return of vacant industrial sites to active, productive use.

2) Compliance with Grant Requirements: The project is in full compliance with the approved workplan and schedule. This planning project is in the early data-gathering and public engagement phase. The timing of EPA Site Assessment funding will coincide with the latter phases of the planning effort, and will allow the City to conduct on-site assessments that are not included under the BOA grant.

Cleaner, Greener Communities Grant/Sustainable Zoning

1) Purpose and Accomplishments: The New York State Energy Research and Development Authority (NYSERDA) awarded the City \$112,000 for a \$150,000 project to develop new, environmentally friendly and sustainable zoning regulations, as part of the City's commitment to sustainability. The City now has a modern zoning ordinance ready for adoption that will support the reuse of its brownfield sites and enhance the sustainable nature of the community. The City brought the project in under budget, allowing it to undertake additional community planning work than originally proposed.

2) Compliance with Grant Requirements: The City has provided the funding source with all required grant reporting. The City exceeded the deliverables proposed in the workplan and completed all work under the grant within the grant deadline. The City is currently in the process of adopting new zoning regulations into law, and finalizing a Project Benefits Report, which quantifies the project impact on greenhouse gas emissions and other sustainable goals.

IV.C. 3.2.c

Documentation of Leveraged Resources

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

STATE AGENCY: NYS Department of State One Commerce Plaza 99 Washington Avenue – Suite 1010 Albany, NY 12231	BUSINESS UNIT/DEPT ID: DOS01/3800000 CONTRACT NUMBER: C1000136 CONTRACT TYPE: <input type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input checked="" type="checkbox"/> Fixed Term Agreement
CONTRACTOR SFS PAYEE NAME: CORTLAND CITY OF	TRANSACTION TYPE: <input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment
CONTRACTOR DOS INCORPORATED NAME: n/a	PROJECT NAME: Southeast Cortland - Step 2
CONTRACTOR IDENTIFICATION NUMBERS: NYS VENDOR ID Number: 1000002571 Federal Tax ID Number: 15-6000405 DUNS Number (if applicable): n/a	AGENCY IDENTIFIER: n/a CFDA NUMBER (Federally Funded Grants Only): n/a
CONTRACTOR PRIMARY MAILING ADDRESS: City of Cortland 25 Court Street Cortland, NY 13045 CONTRACTOR PAYMENT ADDRESS: <input checked="" type="checkbox"/> Check if same as primary mailing address CONTRACTOR MAILING ADDRESS <input checked="" type="checkbox"/> Check if same as primary mailing address	CONTRACTOR STATUS: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Municipality, Code: <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input type="checkbox"/> Not-for-Profit Charities Registration Number: n/a Exemption Status/Code: 3A/02 <input type="checkbox"/> Sectarian Entity

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

CURRENT CONTRACT TERM:		CONTRACT FUNDING AMOUNT:	
FROM:	2/1/2015	TO:	1/31/2018
CURRENT CONTRACT PERIOD:		(Multi-year – enter total projected amount of the contract; <i>Fixed Term/Simplified Renewal</i> – enter current period amount)	
FROM:	2/1/2015	TO:	1/31/2018
AMENDED TERM:		CURRENT:	\$359,500.00
FROM:		AMENDED:	
TO:		FUNDING SOURCES:	
AMENDED PERIOD:		<input checked="" type="checkbox"/> State	
FROM:		<input type="checkbox"/> Federal	
TO:		<input type="checkbox"/> Other	

FOR MULTI-YEAR AGREEMENTS ONLY – CONTRACT PERIOD AND FUNDING AMOUNT:
(Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

ATTACHMENTS PART OF THIS AGREEMENT:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Attachment A: | <input checked="" type="checkbox"/> A-1 Program Specific Terms and Conditions |
| | <input type="checkbox"/> A-2 Federally Funded Grants |
| <input checked="" type="checkbox"/> Attachment B: | <input checked="" type="checkbox"/> B-1 Expenditure Based Budget |
| | <input type="checkbox"/> B-2 Performance Based Budget |
| | <input type="checkbox"/> B-3 Capital Budget |
| | <input type="checkbox"/> B-1(A) Expenditure Based Budget (Amendment) |
| | <input type="checkbox"/> B-2(A) Performance Based Budget (Amendment) |
| | <input type="checkbox"/> B-3(A) Capital Budget (Amendment) |
| <input checked="" type="checkbox"/> Attachment C: Work Plan | |
| <input checked="" type="checkbox"/> Attachment D: Payment and Reporting Schedule | |
| <input type="checkbox"/> Other: | |

Contract Number: #C1000136

Page 2 of 2, Master Grant Contract - Face Page

**STATE OF NEW YORK
MASTER CONTRACT FOR GRANTS**

This State of New York Master Contract for Grants (Master Contract) is hereby made by and between the State of New York acting by and through the applicable State Agency (State) and the public or private entity (Contractor) identified on the face page hereof (Face Page).

WITNESSETH:

WHEREAS, the State has the authority to regulate and provide funding for the establishment and operation of program services, design or the execution and performance of construction projects, as applicable and desires to contract with skilled parties possessing the necessary resources to provide such services or work, as applicable; and

WHEREAS, the Contractor is ready, willing and able to provide such program services or the execution and performance of construction projects and possesses or can make available all necessary qualified personnel, licenses, facilities and expertise to perform or have performed the services or work, as applicable, required pursuant to the terms of the Master Contract;

NOW THEREFORE, in consideration of the promises, responsibilities, and covenants herein, the State and the Contractor agree as follows:

STANDARD TERMS AND CONDITIONS

I. GENERAL PROVISIONS

A. Executory Clause: In accordance with Section 41 of the State Finance Law, the State shall have no liability under the Master Contract to the Contractor, or to anyone else, beyond funds appropriated and available for the Master Contract.

B. Required Approvals: In accordance with Section 112 of the State Finance Law (or, if the Master Contract is with the State University of New York (SUNY) or City University of New York (CUNY), Section 355 or Section 6218 of the Education Law), if the Master Contract exceeds \$50,000 (or \$85,000 for contracts let by the Office of General Services, or the minimum thresholds agreed to by the Office of the State Comptroller (OSC) for certain SUNY and CUNY contracts), or if this is an amendment for any amount to a contract which, as so amended, exceeds said statutory amount including, but not limited to, changes in amount, consideration, scope or contract term identified on the Face Page (Contract Term), it shall not be valid, effective or binding upon the State until it has been approved by, and filed with, the New York Attorney General Contract Approval Unit (AG) and OSC. If, by the Master Contract, the State agrees to give something other than money when the value or reasonably estimated value of such consideration exceeds \$10,000, it shall not be valid, effective or binding upon the State until it has been approved by, and filed with, the AG and OSC.

Budget Changes: An amendment that would result in a transfer of funds among program activities or budget cost categories that does not affect the amount, consideration, scope or other terms of such contract may be subject to the approval of the AG and OSC where the amount of such modification is, as a portion of the total value of the contract, equal to or greater than ten percent for contracts of less than five million dollars, or five percent for contracts of more than

ATTACHMENT B-1 – EXPENDITURE BASED BUDGET

A. Salaries (including Fringe Benefits)	\$0.00
B. Travel	\$0.00
C. Supplies	\$0.00
D. Equipment	\$0.00
E. Contractual Services	\$399,445.00
F. Other	\$0.00

TOTAL PROJECT COST	\$399,445.00
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State Share (90% of Total)

\$359,500.00

Local Share (10% of Total)

\$39,945.00

A. SALARIES (including fringe benefits)		
<u>Title</u>	<u>Annual Salary</u>	<u>Amount Charged to Project</u>
SUBTOTAL		\$0.00

B. TRAVEL		
SUBTOTAL		\$0.00

C. SUPPLIES		
SUBTOTAL		\$0.00

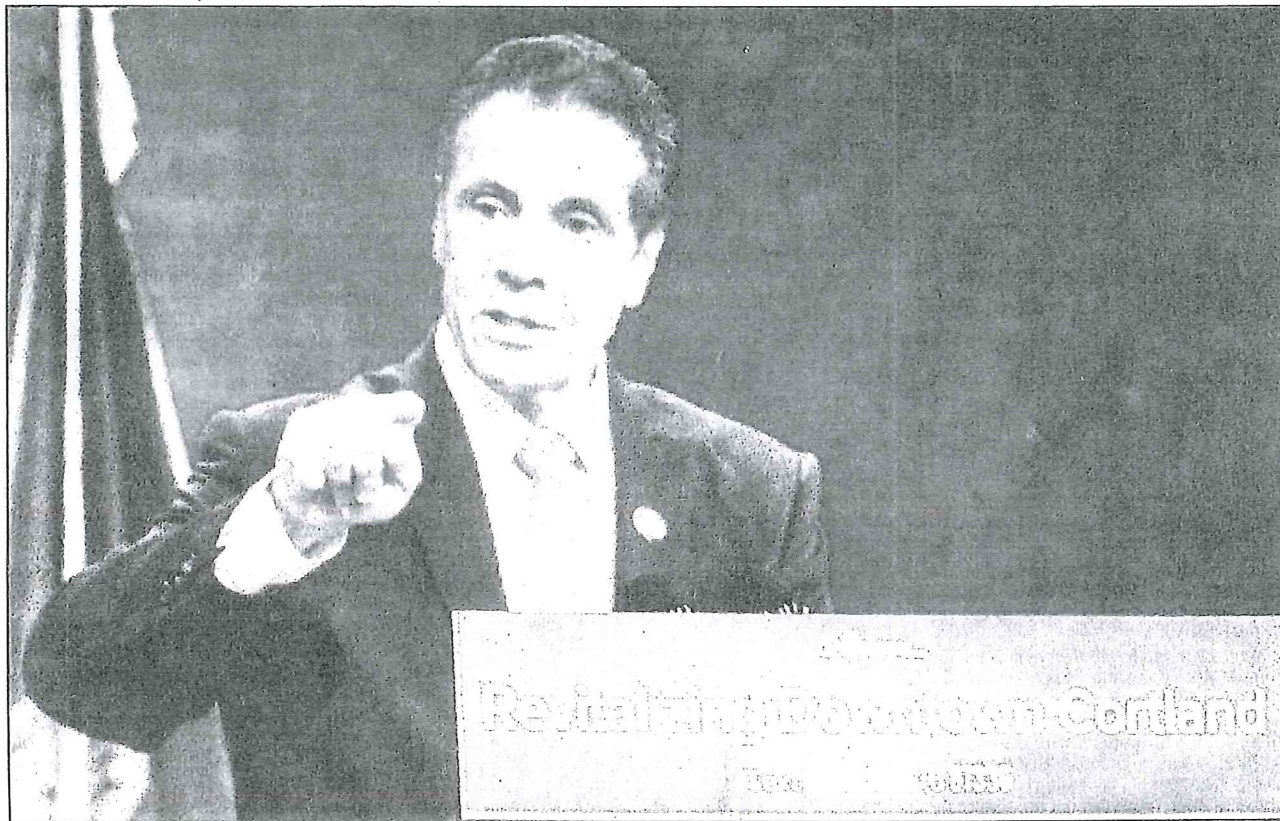
D. EQUIPMENT		
SUBTOTAL		\$0.00

E. CONTRACTUAL SERVICES		
Professional services to prepare the Step 2 Nomination Study. Subcontractor: To be determined		
SUBTOTAL		\$399,445.00

F. OTHER		
SUBTOTAL		\$0.00

WE WIN! \$10M!

Cortland to get funding to revitalize downtown



Photos by Joe McIntyre/staff photographer

Gov. Andrew Cuomo brought good news to Cortland on Friday, announcing the city is a \$10 million winner of downtown revitalization funds.

■ Governor announces plan to spur \$60M investment

By ROBERT CREENAN
Staff Reporter

rcreeanan@cortlandstandard.net
and CATHERINE WILDE
Senior Reporter
cwilde@cortlandstandard.net

CORTLAND — Gov. Andrew Cuomo came to Cortland this morning, bringing with him a \$10 million promise to help revitalize downtown.

The \$10 million Downtown Revitalization Initiative could spur another \$60 million in public and private investment and the potential to position the city for development for a generation.

"I'm pleased to announce that Cortland is the first-place winner," Cuomo said before about 200 people at Cortland Repertory Theatre on Port Watson Street. The turnout, which included business owners, legislators, state representatives, city and college officials and landlords, greeted the announcement with a standing ovation.

Cuomo mentioned the upstate economy has suffered for years, citing challenges in Rochester, Buffalo and Cortland.

"Rochester had Kodak, then Kodak went away," Cuomo said. "... Cortland had Wickwire, then Wickwire was



A crowd of about 200 applauded wildly and gave the governor a standing ovation when he announced Cortland's award.

gone, Smith Corona, Brockway Trucks, then they went away."

Cuomo went on to say it's up to the Cortland community, which knows its assets, to tackle the problem once it has the resources to do so.

Cortland was competing against Fulton, Auburn, Syracuse and Cazenovia for the \$10 million. Cortland applied for the funds last year, the first year of the program, but lost to Oswego.

The Downtown Revitalization Initiative is meant to spur economic develop-

ment in downtowns by providing state money to act as seed money for private investment. One application from each of the state's 10 economic development regions would win the \$10 million.

Cortland's plan includes:

■ A flagship hotel on Main Street near Groton Avenue. Total cost: \$6 million.

■ Luxury student housing on Groton Avenue. Total cost: \$20 million

■ A parking structure to replace the current Groton Avenue parking lot and add about 200 parking spaces.

What's next?

■ The state will spend \$300,000 to hire a consultant to help refine the project list.

■ The community will establish a planning committee with support from private sector and state experts to build a strategic investment plan.

■ Completed plans will identify economic development, transportation, housing and community projects that align with the community's vision and can expand on the \$10 million investment.

Total cost: \$2.3 million.

■ Main Street infrastructure and streetscaping to increase accessibility to downtown and promote walking and biking as alternative transportation options. Total cost: \$2.5 million.

■ Northeast Gateway and Clinton Avenue Corridor enhancement to the route between Interstate 81's Exit 11 and Main Street to create better connection to downtown. Total cost: \$12 million.

■ A 21st century downtown infrastructure meant to appeal to young professionals and make Cortland a sustainability leader, including downtown wi-fi, an alternative energy grant fund and electric car charging station. Total cost: \$650,000.

■ 1890 House Museum-Carriage House renovations to host year-round events. Total cost: \$1.5 million.

■ A downtown movie theater, a national theater chain. Total cost: \$2.6 million.



Homes and Community Renewal

Housing
Trust Fund
Corporation

ANDREW M. CUOMO
Governor

JAMES S. RUBIN
Commissioner/CEO

December 21, 2015

Honorable Brian Tobin
Mayor
City of Cortland
25 Court Street
Cortland, NY 13045

*ACK: Sent. 12/21/15
IN TRANSMITTAL LTR*

Dear Mayor Tobin:

Re: NYS CDBG Project # 285HR328-15
Grant Agreement

Congratulations to you and your community on being awarded a 2015 New York State Community Development Block Grant (CDBG) Housing Award.

Enclosed are two copies of the Grant Agreement for the above referenced project. Included in the Grant Agreement are the following: a **Schedule A**, which provides additional requirements or instructions that must be addressed prior to the execution of the Grant Agreement, a **Schedule B**, which is the Office of Community Renewal's (OCR) approved NYS CDBG project budget, including the proposed accomplishments of the project, as stated in your application; and a **Schedule C**, which identifies the steps required to complete an Environmental Review Record.

Both copies of the Grant Agreement must be signed by the Chief Elected Official (CEO) and returned to our office **within 45 days of the date of this letter**. In order to fully execute the Grant Agreement and to set up the electronic transfer of funds, a non-interest bearing account - solely for the deposit and disbursement of NYS CDBG funds - must be established in the name of the grant recipient, and the following must be completed and submitted to the OCR along with the signed copies of the Grant Agreement:

- ✓ **Form 1-1**, An original signed copy of the "Authorized Signature Form for Request for Payment on CDBG Account";
- ✓ **Form 1-2**, An original signed copy of the "Designation of Depository for Direct Deposit of CDBG Funds";
- Form 7-2**, Program Schedule, which reflects the implementation of the project and expenditure of funds over the 24-month term of the grant agreement; and
- ✓ **Form 8-1**, Project Team, which identifies key personnel that may be involved with the project.

Submittal of the Form 1-1 *Authorized Signature* and the Form 1-2 *Designation of Depository*, Form 7-2 *Program Schedule* and Form 8-1 *Project Team* are **required for both new and prior recipients** of NYS CDBG funding. All of these forms and instructions are available on our website, www.nyshcr.org/Forms/NYS-CDBG.

The effective date of the Grant Agreement and the date your community is allowed to begin incurring costs for exempt activities, as identified in 24 CFR 58.34 and 58.35, is December 10, 2015. Only after the required environmental review is completed and the OCR has approved a request for release of funds or issued a concurrence letter can costs for non-exempt activities be incurred or funds expended. Please refer to Schedule C of the Grant Agreement for more information on completing the environmental review process.

Specific guidelines for administering your grant, including the necessary environmental review requirements, can be located in the OCR NYS CDBG Grant Administration Manual located on our website at [www.nyshcr.org/Programs/NYS-CDBG/Grant Administration](http://www.nyshcr.org/Programs/NYS-CDBG/GrantAdministration).

I would like to take this opportunity to introduce you to Denise Cannon, your assigned NYS CDBG program staff. If you have any questions concerning your project and/or the completion of the Grant Agreement and associated documents, please contact Denise Cannon at (518) 474-2057 or Denise.Cannon@nyshcr.org.

Congratulations again. We look forward to working with you and your community to successfully complete your NYS CDBG project.

Sincerely,



Christian M. Leo
Vice President
Office of Community Renewal

(2) Enclosures

cc: Mack Cook, Director of Administration and Finance
Denise Cannon, Community Developer



Homes and Community Renewal

Housing
Trust Fund
Corporation

ANDREW M. CUOMO
Governor

JAMES S. RUBIN
Commissioner/CEO

March 10, 2016

Honorable Brian Tobin
Mayor
City of Cortland
25 Court Street
Cortland, NY 13045

Re: NYS HOME Local Program Award - 2014/15 Request for Proposals
SHARS ID # 20153120

Dear: Honorable Tobin

Congratulations! On behalf of Governor Andrew Cuomo and the New York State Housing Trust Fund Corporation's Office of Community Renewal (OCR), it is my pleasure to inform you that City of Cortland has been awarded \$304,000.00 in New York State HOME Local Program funds to provide affordable housing opportunities within your community.

In this funding round, the OCR will award over \$17 million dollars in NYS HOME Local Program funds to assist communities all across New York State in addressing their affordable housing needs. Working collaboratively with our local partners, these investments will help to revitalize residential housing and help improve the quality of life in your community.

A NYS HOME Local Program Manager will contact you shortly to outline the procedures necessary to execute your contract and start your program. We expect to execute all contracts by June 15, 2016. You will shortly receive a letter explaining the Tier 1 Programmatic Environmental Review and approval process. To expedite approval, please pay attention to the instructions in the letter and do not delay in submitting the required documents.

Please be aware that HUD regulations have shortened the timeframe for expenditure of HOME funds and your program must be completed within a 2 year term. Please begin to organize your staff and resources to begin your program.

Should you have any questions in the interim, please do not hesitate to contact the OCR at (518) 474-2057.

Again, I offer my congratulations to you and your community and I look forward to our partnership to provide affordable housing opportunities.

Sincerely,

A handwritten signature in black ink, appearing to be 'JR' with a long, sweeping horizontal line extending to the right.

James S. Rubin
Commissioner/CEO

cc: Christian M. Leo, President, Office of Community Renewal
Ann Petersen, HOME Program Director, Office of Community Renewal

IV.C. 3.3.c.ii

Community Organizations
Letters of Commitment



seven
valleys
HEALTH
COALITION

November 8, 2017

Mayor Brian Tobin
25 Court Street
Cortland, NY 13045

Dear Mayor Tobin,

Seven Valleys Health Coalition (SVHC) has partnered with the City of Cortland on many occasions with great success, such as the opportunity to convene the City's Bike/Ped Committee several years ago, which provided much information for the City's Pedestrian and Bicycle Master Plan, drafting the City of Cortland Complete Streets Policy adopted by the Common Council in June of this year, inviting our participation in the current Brownfield Opportunity Areas (BOA) process, and supporting our work with the Cortland Food Project's goal of improving the local food system.

The City has also closely partnered with the Transportation Coalition through the Cortland County Mobility Management System housed at SVHC. Recent work includes planning for a new bus shelter downtown and an inter-county, coordinated transportation initiative – both focusing on increasing opportunities for multi-modal transportation

For the past 15 years, SVHC has also completed an annual, comprehensive community assessment of the health and well-being of all county residents. Review of report cards demonstrate that during this time, the City of Cortland has seen an increase in population and a decrease in poverty making Cortland too well off to apply for some funding streams while at the same time, still needing crucial financial assistance in order to keep moving forward.

We truly value the continued invitations for SVHC to be at the table when discussing redevelopment plans such as BOA. It has been our continued experience that the City is concerned with approaching development through the lens of a more economically, environmentally, and physically healthy community. SVHC feels confident that as an EPA Brownfield Assessment grant recipient, the City of Cortland would make excellent use of the funding to continue the excellent BOA work already under way in the community.

SVHC is happy to commit as a partner with the City through the next phase of the BOA process, via this EPA Brownfield Assessment funding application. We bring to the table not only the ability to provide relevant health indicator data, but also experience and connections with all forms of multimodal transportation planning, bike/ped, food system and green space issues, especially when viewed through a chronic disease prevention lens. SVHC is extremely supportive of the City's application for these funds and we look forward to continuing to assist with execution of BOA project efforts should the City be successful in their bid for funding.

Please do not hesitate to be in touch if we can be of any further help in the application or execution process of this funding.

Sincerely,

Jackie Leaf
Executive Director, Seven Valleys Health Coalition
Jackie@sevenvalleyshealth.org

10 Kennedy Parkway
Cortland, NY 13045

(607) 756-4198

sevenvalleyshealth.org



Cortland County Soil and Water Conservation District

100 Grange Place, Room 202, Cortland, NY 13045

Phone: (607) 756-5991 • Fax: (607) 756-0029

www.cortlandswcd.org

SWCD...established to promote the conservation and wise use of our county's natural resources

November 14, 2017

City of Cortland
c/o Thoma Development Consultants
34 Tompkins Street
Cortland, NY 13045

Attn. Rich Cunningham, CMSM

The Cortland County Soil and Water Conservation District supports the application for funding to the US Environmental Protection Agency's Brownfield Assessment Program. The application to undertake brownfield site assessments city-wide represents an important step in the City's vision for reuse and redevelopment of numerous brownfield sites.

As the county's natural resource agency, we recognize citizen concern about these sites, but also understand the opportunities they can present. We are pleased to be an advisor and collaborator on this project as needed, and support the efforts of the City to better understand the potential and limitations of redeveloping their brownfield sites.

Sincerely,

Amanda Barber
District Manager



37 Church Street, Cortland, NY 13045 • info@cortlandbusiness.com • 607.756.5005

November 14, 2017

Brian Tobin
Mayor
City of Cortland
25 Court Street
Cortland, NY 13045

Dear Mayor Tobin:

I am writing in support of the city's application for a \$200,000 grant under the Environmental Protection Agency's Brownfield Assessment Program.

The BAP will build upon the current work of the city's Brownfield Opportunity Areas program by undertaking more intensive investigations of priority brownfield sites for development opportunities. In the end, we will have at our disposal a much more detailed base of knowledge for these sites.

The Cortland County Business Development Corporation hopes to be a partner in this endeavor in assisting to identify these priority brownfields and then working with the city on implementing any redevelopment that could be undertaken there.

These are exciting times for the future of our city, and I look forward to working with you on this important project to rebuild and reinvigorate neighborhoods across the community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Garry L. VanGorder'.

Garry L. VanGorder
Executive Director/CEO



99 Main Street, Cortland, NY 13045
607-756-7585

November 13, 2017

Mayor Brian Tobin
City of Cortland
25 Court Street
Cortland, NY 13045

Dear Mayor Tobin:

The Cortland Works Career Center is in full support of the City's application for Environmental Protection Agency funding to undertake site assessments for brownfields in the City of Cortland. Putting such sites back into active use is vital to the long-term economic vitality of the City and surrounding area.

The Cortland Works Career Center provides services to meet the needs of both businesses and job seekers. We are able to match job seekers to employers based on skills, education, and training. We work with the job seekers to identify, upgrade, and learn skills that employers are seeking. Also, we provide training on basic skills and match job seekers to vocational training providers. We are available to partner with the City on providing workforce training related to the assessment, clean up, and/or redevelopment of brownfield sites in the City.

We wish you the best of luck with this application, and look forward to working with you upon award to assist with creating a workforce that can take advantage of the opportunities arising by this project, and the related Brownfield Opportunity Area program.

Sincerely,

A handwritten signature in black ink that reads "Diane Wheaton". The signature is written in a cursive style with a large, looped "D" and a trailing flourish.

Diane Wheaton
Cortland County Employment & Training Director

A proud partner of the  americanjobcenter network



November 13, 2017

Mayor Brian Tobin
City of Cortland
25 Court Street
Cortland, NY 13045

Dear Mayor Tobin:

Tompkins Cortland Community College is in full support of the City's application for Environmental Protection Agency funding to undertake site assessments for brownfields in the City of Cortland. Putting such sites back into active use is vital to the long-term economic vitality of the City and surrounding area.

As you know, BIZ provides training for governments, businesses, and industries in Cortland County. Much as we are excited to work with the City on customized training programs for jobs created under the Downtown Revitalization Initiative, we are available to partner with the City on providing workforce training related to the assessment, clean up, and/or redevelopment of brownfield sites in the City.

We wish you the best of luck with this application, and look forward to working with you upon award to assist with creating a workforce that can take advantage of the opportunities arising by this project, and the related Brownfield Opportunity Area program.

Sincerely,

A handwritten signature in black ink, reading "Martha Hubbard". The signature is fluid and cursive, with a long horizontal stroke at the end.

Martha Hubbard, Director
Corporate and Community Partnerships
Tompkins Cortland Community College

STATE OF NEW YORK
DEPARTMENT OF STATE

STATE OFFICE BUILDING
44 HAWLEY STREET
BINGHAMTON, NY 13901-4455
WWW.DOS.NY.GOV

ANDREW M. CUOMO
GOVERNOR

ROSSANA ROSADO
SECRETARY OF STATE

November 14, 2017

The Honorable Brian Tobin
Mayor of Cortland
25 Court Street
Cortland, NY 13045

Dear Mayor Tobin,

I am pleased to provide this letter in support of your application to the U.S. EPA for a Brownfields Assessment Grant. A grant through this program will complement the work being done by the City of Cortland through the NYS Department of State Brownfield Opportunity Areas (BOA) program and other community-based initiatives, including the Downtown Revitalization Initiative.

As you know, there currently is no additional BOA funding available for brownfield assessments. With a U.S. EPA Brownfields Assessment Grant, the City will be able to build on the planning underway through the BOA program and address sites in need of assessment work. It will result in a comprehensive approach to brownfield planning, site assessments, cleanup and redevelopment.

I wish you success in obtaining this grant and look forward to your continued progress in revitalizing and strengthening the City of Cortland.

Sincerely,



Julie Sweet
Office of Planning, Development & Community Infrastructure

NYS Department of State

44 Hawley Street, Room 1507, Binghamton, NY 13901
O: 607-721-8752 | julie.sweet@dos.ny.gov |



**Department
of State**



Cortland County Planning Department

37 Church Street • Cortland, New York 13045-2838

Telephone: (607) 753-5043 • Fax: (607) 753-5150

DANIEL S. DINEEN

Director of Planning

email: ddineen@cortland-co.org

November 8, 2017

Brian Tobin, Mayor
City of Cortland
City Hall
25 Court St.
Cortland, NY 13045

Dear Mr. Tobin,

I am writing to express my strong support of the City of Cortland's application to the EPA for the Brownfield Assessment Grant program.

Like many cities in the northeast United States, Cortland has a dwindling manufacturing base with many abandoned and underutilized brownfield sites, most of which are a result of the transition from the industrial economy. A Brownfield Assessment Grant will provide funding to conduct site assessments and develop cleanup plans and reuse plans for these brownfield sites.

Site remediation and related preparation costs make many sites economically uncompetitive, placing too much pressure on the bottom line. Private entities often are not able on their own to invest the resources needed to take a brownfield through its full redevelopment cycle. The development of site assessments, cleanup plans and reuse plans for these brownfield sites will significantly reduce the cost for redevelopment of these sites and make them more economically competitive for private investment.

The EPA Brownfield Assessment Grant is vital to the revitalization of our community and I applaud the City of Cortland's efforts in taking the lead to address this issue. I therefore fully support the City of Cortland's grant application to the EPA for the Brownfield Assessment Grant program.

Sincerely,

Daniel S. Dineen
Director of Planning

SECTION III – ELIGIBILITY INFORMATION and THRESHOLD CRITERIA

Community Wide Proposals

III.B. 1: The City of Cortland is a general unit of government in the State of New York.

III.B 2: The project proposed herein is the direct result of a series of community and neighborhood plans, including the City’s “East End Strategic Plan”, “South End Strategic Plan” and Comprehensive Plan. All three of these planning initiatives were developed under the guidance of local steering committees, and involved robust public participation. This included numerous visioning sessions, public meetings, surveys, steering committee meetings, and other public engagement activities. All three also identified the negative impact of the City’s many brownfields, the deleterious effect they had on City neighborhoods, and the need to foster their redevelopment. Based on public feedback from residents, business owners, and industry leaders, it became obvious to the City that redevelopment of brownfields should be a priority.

In carrying out the action items identified in the City’s various plans, the City applied for Brownfield Opportunity Area (BOA) funding through the NYS Department of State, and was awarded a grant for \$359,500 to advance brownfield redevelopment and neighborhood revitalization planning focused on the City’s Southeast neighborhoods. This planning process has just recently begun. This planning process has, and will continue to have, public engagement at its core, and a community participation plan (CPP) has been established to guide this public engagement. The City expects to integrate this EPA grant community involvement plan into this previously established BOA CPP.

Activities undertaken to date include, but are not necessarily limited to:

- 1) The appointment of a project steering committee comprised of neighborhood residents, developers, property owners, neighborhood watch leaders, municipal department heads, school district representatives, health coalition staff, business owners and local stakeholders.
- 2) Project scoping sessions with state environmental officials and steering committee members.
- 3) A two-day series of guided public visioning tours of the BOA focus area, the Southeast Cortland Redevelopment Area.
- 4) Development of an online public survey.
- 5) Representation at community events to actively outreach to the public that may not otherwise become involved.

Future actions that will be undertaken include for both the BOA and the EPA Assessment grant include, but are not limited to:

- 1) A minimum of three public meetings meeting to gather input at all phases of project development.

- 2) Continued meetings with, and guidance from, the Steering Committee.
- 3) One-on-one meetings and conversations with community members, neighborhood representatives, business leaders, property owners, non-profit organizations, and other stakeholders.
- 4) The development of a project-specific website to provide information on the process and project, and to provide a venue for regular community input.

Site Specific Proposals

Not Applicable. This project is not a site specific proposal.

Assessment Condition Proposals

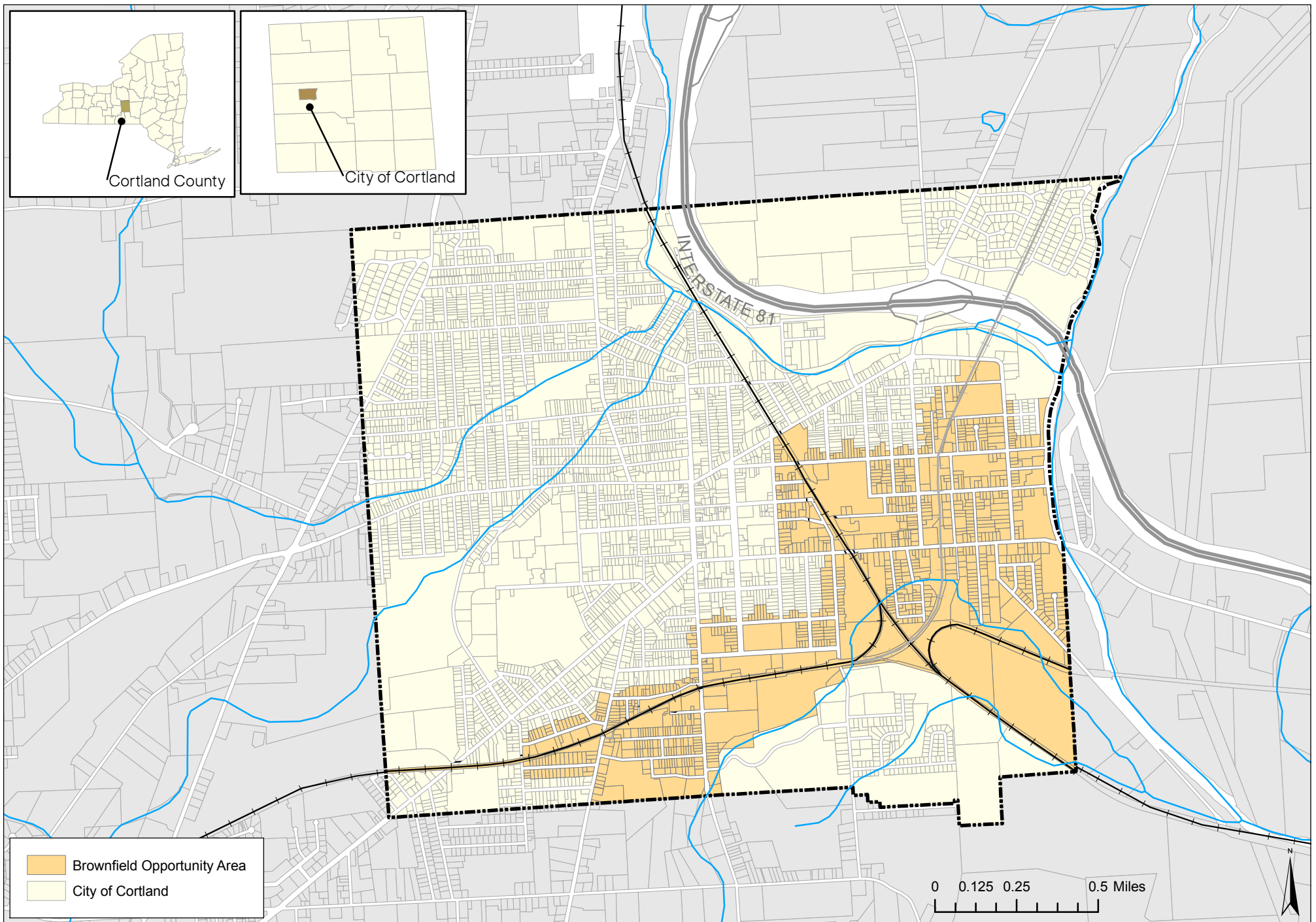
Not Applicable. This project does not involve an assessment coalition.

SF-424

City of Cortland EPA Brownfield Assessment Program Application

Question 14. Areas Affected by Project

The proposed project will focus on the City of Cortland, Cortland County, New York. The project will be City-wide, with a focus on the "Southeast Cortland Redevelopment Area". See location map, following.



Southeast Cortland Redevelopment Strategy Community Context Map

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

11/15/2017

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

City of Cortland

* b. Employer/Taxpayer Identification Number (EIN/TIN):

15-6000405

* c. Organizational DUNS:

0955844700000

d. Address:

* Street1:

25 Court Street

Street2:

* City:

Cortland

County/Parish:

* State:

NY: New York

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

13045-2617

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

Mack

Middle Name:

* Last Name:

Cook

Suffix:

Title: Director of Administration and Finance

Organizational Affiliation:

City of Cortland

* Telephone Number:

607-758-8340

Fax Number:

607-753-1385

* Email:

mcook@cortland.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-17-07

* Title:

FY18 GUIDELINES FOR BROWNFIELDS ASSESSMENT GRANTS

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

1237-SF424 attachment.pdf

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

City of Cortland Brownfield Assessment Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="200,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="200,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed: